



## FINANCE COMMITTEE

AUGUST 17, 2009

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### MINUTES

#### I. CALL TO ORDER

Chair Nancy Backus called the meeting to order at 6:30 p.m. in the Council Conference Room at Auburn City Hall, located at 25 West Main Street in Auburn. Chair Backus, Vice Chair Bill Pelloza and Member Lynn Norman were present. Present during the meeting were Mayor Peter B. Lewis; City Attorney Daniel B. Heid; Finance Director Shelley Coleman; Human Resources/Risk and Property Management Director Brenda Heineman; Grant Writer Michael Wilson; Planning, Building and Community Director Cindy Baker; Senior Planner Chris Andersen; Principal Planner Elizabeth Chamberlain; Principal Planner Jeff Dixon; Assistant Planning Director Kevin Snyder; and City Clerk Danielle Daskam.

#### II. CONSENT ITEMS

##### A. Approval of Minutes

##### 1. Minutes of the August 3, 2009 Finance Committee meeting.

Vice Chair Pelloza moved and Member Norman seconded to approve the August 3, 2009 minutes.

MOTION CARRIED UNANIMOUSLY. 3-0.

##### B. Vouchers

*Committee members reviewed the voucher items after Item No. V.F.*

##### 1. Claims

F4.9.5

Claims check numbers 387852 through 388198 in the amount of \$2,068,772.11 and one wire transfer in the amount of \$4,904.00 and dated August 17, 2009.

**2. Payroll**

F4.9.2

Payroll check numbers 527071 to 527170 in the amount of \$790,524.81 and electronic deposit transmissions in the amount of \$1,161,439.50 for a grand total of \$1,951,964.31 for the pay period covering July 30, 2009 to August 12, 2009.

Committee members reviewed the consent items and briefly discussed claim vouchers 387907, 388060, 388093, 387852, 387855, and 387932.

Vice Chair Pelosa moved and Member Norman seconded to approve the consent items.

MOTION CARRIED UNANIMOUSLY. 3-0.

**III. ORDINANCES AND RESOLUTIONS**

**A. Ordinances**

**1. Ordinance No. 6255**

F4.11

An Ordinance of the City Council of the City of Auburn, Washington, amending Auburn City Code Section 3.04.610 of the Auburn City Code relating to petty cash funds

Committee members reviewed Ordinance No. 6255.

Vice Chair Pelosa moved and Member Norman seconded to approve and forward Ordinance No. 6255 to the full Council.

MOTION CARRIED UNANIMOUSLY. 3-0.

**B. Resolutions**

**1. Resolution No. 4501**

F5.4.12

A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor to submit an application to the U.S. Economic Development Administration for a Public Works and Economic Development Grant

Committee members reviewed Resolution No. 4501. Finance Director Coleman noted that the annual debt service on the overall project is \$375,000 per year.

Vice Chair Peloza moved and Member Norman seconded to approve and forward Resolution No. 4501 to the full Council.

MOTION CARRIED UNANIMOUSLY. 3-0.

**2. Resolution No. 4513**

F4.6.1

A Resolution of the City Council of the City of Auburn, Washington, declaring certain items of property as surplus and authorizing their disposal

Committee members reviewed Resolution No. 4513.

Vice Chair Peloza moved and Member Norman seconded to approve and forward Resolution No. 4513 to the full Council.

MOTION CARRIED UNANIMOUSLY. 3-0.

**IV. DISCUSSION ITEMS**

**A. Ordinance No. 6257**

F6.6.9

An Ordinance of the City of Auburn, Washington, amending Chapter 3.94 of the Auburn City Code relating to Multi-Family property tax exemption

Committee members reviewed Ordinance No. 6257. Principal Planner Chamberlain noted the revision to Section 3.94.040(C) relating to the investment rate for market rate units and affordable housing units.

**B. Ordinance No. 6253**

O3.4.2.1.2

An Ordinance of the City Council of the City of Auburn, Washington, amending Chapter 18.26, of the Auburn City Code and creating a new Section 18.04.625 of the Auburn City Code, relating to zoning

Committee members reviewed Ordinance No. 6253. Assistant Planning Director Snyder presented the proposed amendments to

City Code which would provide a possible resolution to the current moratorium on the filing of conditional use applications in the C1 Light Commercial Zoning District. Assistant Director Snyder displayed visual examples for proposed C1 related code amendments for mixed use development. Figures 1 and 2 represent two possible scenarios of the vertical example and Figures 3 and 4 represent two possible scenarios of the horizontal or geographically distributed example. Assistant Director Snyder displayed a map of the city depicting properties zoned C1 Light Commercial. The Council will conduct a public hearing on the proposed amendments and consider Ordinance No. 6253 later this evening.

Mayor Lewis noted that the proposed amendments would allow up to fifty percent of the undeveloped C1 properties in Auburn to be developed as residential.

**C. Resolution No. 4509**

O5.1.2, O3.7.4

A Resolution of the City Council of the City of Auburn, Washington, declaring their intention to cooperate with the City of Tacoma through the William Factory Incubator

Assistant Planning Director Snyder explained that the resolution expresses the City's intent to work with the City of Tacoma in pursuing grants and other funding opportunities for the Auburn Environmental Park District. The resolution also expresses the City's interest in the opportunity to work with the Williams Factory Incubator, which is a nonprofit organization in the city of Tacoma that has several years of experience in managing incubator facilities.

**D. Ordinance No. 6259**

O3.4.1.25

An Ordinance of the City Council of the City of Auburn, Washington, amending Ordinance No. 6219 to extend the effective date

Principal Planner Dixon explained that in June 2008 the City Council passed Ordinance No. 6183 which provided for Comprehensive Plan and zoning changes, and special area adoption for the Robertson Properties Group's development of the 55-acre drive-in theater and associated properties. The ordinance approval was contingent upon execution of a development

agreement and provided an initial period of six months, which was extended an additional six months by Ordinance No. 6219. An additional extension of one year is requested. Staff recommends the extension as the Robertson property is influenced by the current moratorium on floodplain development related to Endangered Species Act and the potential floodplain map changes proposed by FEMA.

**E. Quarterly Investment Portfolio Summary as of June 30, 2009**

Committee members reviewed the quarterly investment report for the period ending June 30, 2009.

**F. Resolution No. 4510**

A4.16.1

A Resolution of the City Council of the City of Auburn, Washington, establishing a City Employee Wellness Program

Human Resources/Property and Risk Management Director Heineman presented Resolution No. 4510 which establishes a City Employee Wellness Program to promote positive individual health practices. Director Heineman reported that no funds will be allocated to the program, but staff members are pursuing grants to fund program events and looking at inventive ways to bring wellness events to the employees. With the adoption of a City Employee Wellness Program, the City will be eligible for a two percent reduction in health care premiums.

**G. Ordinance No. 6260**

O1.7.1

An Ordinance of the City Council of the City of Auburn, Washington, authorizing the execution of an amended and restated Interlocal Agreement relating to the South Correctional Entity Facility; authorizing the execution of an Interlocal Agreement among the cities of Renton, Auburn, Federal Way, and Des Moines, Washington, and the South Correctional Entity; and amending Ordinance No. 6224

Committee members reviewed Ordinance No. 6260. Director Coleman explained that the ordinance amends and restates the SCORE agreement dated February 25, 2009 and includes a new agreement to create a Host City Agreement between the cities of Des Moines, Renton, Federal Way, and Auburn and SCORE. Director Coleman presented a revised Host City Agreement to the Committee members.

**VI. ADJOURNMENT**

There being no further business to come before the Committee, the meeting adjourned at 7:23 p.m.

APPROVED THE \_\_\_\_\_ DAY OF SEPTEMBER 2009.

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Nancy Backus, Chair

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Danielle Daskam, City Clerk